DATE

To whom it may concern:

I can confirm that **Name of Child – DOB - Nationality** was enrolled on the **Enrolment Date** at **Name of School**, completing a **xxx** Curriculum at our school.

The last day of attendance was **xxx.**

Name of Child has completed Year/Grade **xxx** for the 2020/2021 Academic Year.

Name of Child is eligible for promotion to the next academic year.

Yours sincerely,

SCHOOL STAMP

Head Teacher/ Principal/ Director

Student Name:

Nationality:

Date of Birth:

Curriculum followed: (e.g., English, American, etc)

Date student was admitted to your school: (DD/MM/YEAR)

The year level that the student was first admitted to at your school: (e.g. Year 1): *

The student's current Grade/ Year level: (e.g., Year 1) which is equivalent to year _____ in British Curriculum

The last date the student attended your school: (DD/MM/Year)

Results at the end of the academic year: (Please complete line 1,2 or 3 relevant to the pupil, then delete the lines not relevant.)

1- Student will continue in Grade/ Year level _____ for the current academic year 20__to 20__which is equivalent to Year _____ in British Curriculum.

2- Passed and promoted to Grade / Year level _____ for the new academic year ___which is equivalent to Year ____ in the British Curriculum.

3- Detained in Grade / Year level ____ for the academic year ___ which is equivalent to Year ___ in British Curriculum.

Reason for leaving the school:

Observation:

School Stamp

Name:

Signature:

HEADMASTER/PRINICPAL/DIRECTOR

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*If your school is following a different grading curriculum - please ensure that the current school indicates the equivalency to the 13-year British Curriculum.

For example: Grade 3…... is equivalent to Year 4 in the British Curriculum.